

MEETING OF THE BOARD OF SCRUTINY

MINUTES

Wednesday 30 October 2019, 12:15pm

Henry Cavendish Room, Peterhouse

Present:

Dr Karen Ottewell (Chair), Mr Graham Allen (Secretary), Mrs Rachel Rowe (Support Officer), Ms Edna Murphy, Mr Francis Knights, Dr Richard Mortier, Professor Martin Jones, Dr Timothy Dickens, Dr David Butterfield, Ms Saba Alai and Dr Annamaria Motrescu-Mayes.

The meeting began at 12:24pm.

1. Apologies:

Apologies were received from Mr Ian Wright and Mr David Goode.

2. Declarations of Interest:

None.

3. Minutes of meeting on 16 October 2019:

The minutes of the Board meeting held on 16 October 2019 were confirmed as a correct record.

4. Matters arising:

The Chair reported that the First and Second Annual Reports of the Board of Scrutiny have now been translated into a digital format, and therefore will be uploaded to the Board of Scrutiny website alongside the other 23 Reports.

Members were also encouraged to continue considering nominations for the Working Groups Coordinators.

5. Discussion of 24th Report:

Board members were encouraged to attend the Discussion of the Board's Annual Report, which is scheduled for 5 November.

6. Draft work plans from Working Groups:

Board members discussed the draft work plans for the Finance, Estates, Education, and Research Working Groups. The Working Groups for Governance, HR, and Systems & Processes will be discussed at the next meeting.

7. Use of Google Calendar to log scheduled meetings:

This item was carried forward to the next meeting.

8. Initial thoughts as to questions for PVC for Planning & Strategy:

This item was carried forward to the next meeting.

9. Any other business:

None.

10. Date of next meeting:

The next Board meeting will be on Wednesday 30 October 2019 at 12:15pm at Peterhouse.

11. Preparation for next meeting:

Board members were asked to prepare to discuss the draft work plans for the remaining three Working Groups, and continue considering questions for the PVC of Planning & Strategy.

The meeting closed at 1:48pm.

**Rachel Rowe
Support Officer**